

ACADEMIC INFORMATION

TRANSCRIPTS

To request a transcript to be sent to other colleges, universities, or employers, students must first register at www.parchment.com. CCC transcripts are exchanged electronically where applicable. Students can sign in anytime to select the destinations to send transcripts and can track the status of requests. To receive copies of official transcripts, students pay a fee of \$8.75. The fee for a paper transcript to be sent by mail is \$11.50.

Transcripts issued to students will be stamped "Issued to Student." However, many institutions and employers do not accept these as official.